

D.11011/90/2007-DWS.II
Government of India
Ministry of Rural Development
Department of Drinking Water Supply

....

8th Floor, Paryavaran Bhawan,
CGO Complex, Lodhi Road,
New Delhi – 110003.

Dated 28th February, 2008

To

As per list enclosed

**Sub:- Conference on World Water Day to be held on 18th March, 2008
in Hotel Ashoka, New Delhi.**

...

Sir,

I am directed to request you to submit your quotation for the following items/works for official use in the Department of Drinking Water Supply, C.G.O. Complex, Lodi Road, New Delhi :-

		Particulars	Qty.	Rates (per unit)	Rates
		Signage (in Digital Flex) with self supporting stands			
A.	i.	Bilingual backdrop behind head table			
	ii.	Panel in front of the podium			
	iii.	Dais name plates with holders			
	iv.	Direction indicator panels			
	v.	Welcome panel at West Gate, Plaza and E-I Gate			
	vi.	Welcome hoardings at outer gates			
	vii.	Welcome hoardings at round about			
	viii.	Scrolls			
	xii.	Baggage counters with canopy (two each) at Plaza and E-1 gate			

	xiii.	Mike stand (single stand)			
	xiv.	Mike stand (single stand with several slots) for holding several (15-20) mikes of the Press/Media			
B.	Setup and operation of audio visual equipments				
	i.	Complete set up for power point presentation and live relay of proceedings of the meeting, including hi-gain Front Projection Screen, digital video (multiple units) cameras, with operators.			
	ii.	Good quality Video tape for recording the proceedings of the meeting by Professional Conference Organizers.			
	iii.	Good quality Audio tape for recording the proceedings of the meeting.			
	iv.	DVDs and VCDs for recording the proceedings of the meeting.			
	v.	Digital count down timer for appraising speakers about time slot allotted/available for delivering speech.			
	vi.	Plasma screens with stand to be kept in the well of Main Hall.			
C.	Hiring of Office Automation Equipment				
	i.	Photocopier (speed – 60 cpm) rate/day, free copies, if any and rate/copy for additional copies.			
	ii.	Trained staff (Manual collators) rate/day/ staff and charges, if any for addl. Hrs. beyond specified hours.			
	iii.	Audio video aids for presentation <ul style="list-style-type: none"> • LCD projector • Overhead projector 			
D.	Support Staff				
	i.	Professional compere for inaugural. Specify fees/charges, against each compere, if the names of more than one compere has been mentioned in technical bid.			

	ii.	Professionally trained female staff in uniform for stage and hall management. Rate/day/ staff and chages, if any for addl. Hrs. beyond specified hours.			
	iii.	Supervisor for the female staff. Rate/day and charges, if any for addl. Hrs. beyond specified hours.			
	iv.	Male staff in uniform for baggage facilitation counters and other assistance. Rate/day/ staff and charges, if any for addl. Hrs. beyond specified hours.			
E.	Invitation cards, identity Cards, Parking labels and Security instructions leaflets				
	i.	Identity Cards with flexible plastic pouch and nylon strings			
	ii.	Serialised parking labels with gumming strips and alighting/parking directions on the reverse.			
	iii.	Bilingual (Hindi & English) invitation cards, with double side printing, serialized and GOI logo printed envelopes (size 5" x 7")			
	iv.	Security instructions leaflet Size 2 ¼" x 5 ½"			
	v.	The conference bags for the invitees.			
F.	Still Photography on digital camera & Video Shoot				
	i.	Assignment Charges for videography including charges for recorded video DVDs, Rate/day			
	ii.	High Resolution photo CD for uploading on the website of this office. Rate/unit.			
	iii.	Coloured photographs with album. Rate/copy with album and rates for additional copies. No. of copies would be as per requirement.			
	iv.	Digital video tape. Rate/unit			

Please submit your quotation by **March 7, 2008 by 11 a.m.** to the undersigned. These would be opened at 5 p.m. on the same day in the presence of tenderers who may wish to participate.

Yours faithfully,

Encl : Terms & Conditions

(S.K.Verma)

Under Secretary to the Government of India

Telefax : 24364780

e-mail : sk.verma@nic.in

Copy to :-

Technical Director (NIC) :- for hoisting on the Department's website.

Source: <http://ddws.gov.in/tenders.asp>

(S.K.Verma)

Under Secretary to the Government of India

Terms & Conditions

1. The firm will quote their registration number, sales tax number, work contract number, service tax registration number and proof of latest income tax clearance certificate with the tender.
2. In case of any clarifications, Section Officer (General) may please be contacted in his office during working hours on telephone No 24364114.
3. Tender duly sealed should reach this Office by Registered post upto **15.01.2008 at 1600 hrs** or can be dropped in the tender box late quotations, quotations by fax/telex phone shall not be considered under any circumstances.
4. Firm should be registered and should have valid proof of income tax sale tax work contract tax, service tax clearance. Unregistered firms will not be entertained.
5. Conditional tender will not be entertained. Similarly quotations received after stipulated date and time will also no are considered under any circumstances.
6. The rep. of the firms may inspect the premises on any working day by obtaining permission from Section Officer (General) before they submit their rates.
7. Experience certificate for other Departments where the work of similar nature is dairy done may be enclosed.
8. In case the contractor fails to cope up with the work load or does not render satisfactory services, the contract awarded to him shall be cancelled forthwith without giving any notice or without assigning any reason whatsoever and his security deposit and payment due to him, if any, shall be forfeited. In this connection, decision of the Department shall be final and binding on the contractor.
9. The Department of Drinking Water Supply shall not provide any labour to the contractor for lifting, transportation, installation or dismantling of the goods during the period of the contract.
10. The contractor shall be responsible for handing over all the goods/items in perfect condition along with all the accessories to the concerned officer.

11. The damage, if caused, to any other property" of the Government through negligence or otherwise shall be 'at the risk' and responsibility of the contractor. The question as to what shall constitute negligence in each such case shall be decided by the Department taking into account facts of Merits of the eventuality. The financial or any other loss suffered by the Government on this account shall be made good by the contractor and the decision of the Department.

12. Any sum of money due and payable to the contractor including security deposit can be appropriated by this Department and or by any other person or persons contracting for and on behalf of the President of India for being set off against any claim of this Department and or such other person or persons for payment of a sum of money arising out of this or under any other contract entered into with the contractor by this Department and or such other person or persons. The Department reserves the right to reject or to accept any quotation in whole or in part, without assigning any reason therefore. This Department also reserves the right to renew the contract for such period(s) as it may deem necessary taking into account, of course, the satisfactory services rendered by the contractor during the past period.

13. The quotation shall be accompanied by an earnest money of Rs.15,000 (Rupees fifteen thousand only) in the form of crossed Demand Draft in favour of Section Officer (Cash), Ministry of Rural Development. The cheques shall not be accepted. The quotations received without earnest money or with cheques shall be summarily rejected without assigning any reason thereof and no tenderer shall have the right to represent against it even if his quotation happens to be the lowest. The earnest money shall be forfeited if the contractor declared successful resiles from the offer or does not accept the work for any reason, whatsoever. The earnest money of the firms whose quotations are not approved shall be released after the award of the contract to the successful tenderer.

14. The tenderer whose quotation is finally accepted shall have to deposit a sum of Rs.15,000 (Rupees fifteen thousand only) in the form of Post Office Savings Bank Account, pledged in favour of the Under Secretary to the Govt. of India, Department of Drinking Water Supply as security. The earnest money of Rs.1000/- (Rupees one thousand only) shall be returned to the successful bidder only after the successful tenderer deposits Rs.15,000/- (Rupees fifteen thousand only) as security deposit.

15. No advance payment shall be made in any case. The security amount shall be released after satisfactory completion of the work

assigned.

16. The rates quoted shall be mentioned in figures and in words. There should be no erasing or over-writing whatsoever. Sales Tax chargeable, if any, on replacement of parts, like compressors or motor etc. should be mentioned separately repeat separately.

17. You are requested to read and understand the terms and conditions of the contract mentioned in the foregoing paragraphs before sending your quotations, as no violation of the aforesaid terms and conditions shall be permitted once your quotations are accepted by this Department.

Quotation

No. D-11011/63/2007/DWS-II
Government of India
Ministry of Rural Development
Department of Drinking Water Supply

8th Floor, Paryavaran Bhawan,
CGO Complex, Lodhi Road,
New Delhi – 110003.

Dated 18th January, 2008

To
As per list enclosed

Sub. : Requirement of one Plasma TV for D/o Drinking Water Supply.

Sir,
The Department of Drinking Water Supply requires the following item for urgent use :-

S.No.	Item	Qty.
1.	Plasma TV of reputed firm with latest specifications. (Details of mounting charges etc. wherever applicable may kindly be given along with necessary details.)	1 No.

2. You are, therefore, requested to submit your most competitive rates for the items mentioned above. Please also indicate your other terms and conditions along with your past documents and supplies made to the other Government Departments.

3. Please submit your quotation by **January 25, 2008 by 5 p.m.** to the undersigned. These would be opened at 5 p.m. on the same day in Room No. 1, 8th Floor Paryavaran Bhawan, C.G.O. Complex, Lodi Road, New Delhi. You may send your representative if so desired.

Yours faithfully,

(S.K.Verma)
Under Secretary to the Government of India
Telefax : 24364780
e-mail : sk.verma@nic.in

Copy to :-

Technical Director (NIC) :- In a floppy for hoisting on the Department's website.

(S.K.Verma)
Under Secretary to the Government of India

List of Companies

1. Unicop Technologies (OA) Ltd.
J-398, New Rajinder Nagar
New Delhi-60
2. Sun Line Copier
C-4, B/312-A, Janakpuri
New Delhi-58
3. MicroZone India
J-3/194, G.F. DDA Flats
Kalkaji
New Delhi-19
4. L.K. Copiers
DU-164, Vishakha Enclave
Pitam Pura
New Delhi-34
5. Technics Infotec Technologies
F-107, DDA Flats
New Ranjeet Nagar
New Delhi-8
6. New Vision Infotech
16/67, Block-I, Gali No.-1
Hardhyan Singh Road
Karol Bagh
New Delhi-05
7. Cinesonic Electronic Equipment Pvt. Ltd.
A-54, 2nd Floor
Mahipalpur Extension, NH-8,
New Delhi-37

Quotation

No. D-11011/79/2007/DWS-II
Government of India
Ministry of Rural Development
Department of Drinking Water Supply

8th Floor, Paryavaran Bhawan,
CGO Complex, Lodhi Road,
New Delhi – 110003.

Dated 17th January, 2008

To
As per list enclosed

**Sub. : Requirement of three latest TFT/Desktop, one Laptop, one LCD
Projector
And two Data Cards for Laptops**

Sir,

The Department of Drinking Water Supply requires the following items for urgent use :-

S.No.	Item	Qty.
1.	<u>Latest TFT/Desktop</u> HP Pavilion Desktop PCs No. 6340/N	3 Nos.
2.	<u>Laptop</u> HP Pavilion No. 9601TX	1 No.
3.	LCD Projector of reputed firm with latest technicalities/ accessories showing various sizes.	1 No.
4.	Data Card for Laptop	2 Nos.

2. You are, therefore, requested to submit your most competitive rates for the items mentioned above. Please also indicate your other terms and conditions along with your past documents and supplies made to the other Government Departments.

3. Please submit your quotation by **January 25, 2008 by 4 p.m.** to the undersigned. These would be opened at 5 p.m. on the same day in Room No. 1, 8th Floor Paryavaran Bhawan, C.G.O. Complex, Lodi Road, New Delhi. You may send your representative if so desired.

Yours faithfully,

(S.K.Verma)
Under Secretary to the Government of India
Telefax : 24364780

e-mail : sk.verma@nic.in

F.No.D-11011/90/2007-DWS II
Government of India
Ministry of Rural Development
Department of Drinking Water Supply

Subject: World Water Day Conference to be held on 18th March, 2008 at Hotel Ashoka, Chanakyapuri, New Delhi.

The undersigned was called by JS(DWS) today in his chamber and a meeting was arranged wherein the following officers were present:

1. Additional Adviser Shri R.M. Deshpande
2. Deputy Adviser Shri Dinesh Chand
3. Assistant Adviser Shri D. Rajasekhar

It was decided that a conference may be organized on the World Water Day i.e. 18th March, 2008. Various organizing committees will be set up and experts on water will be called from all over India including the representatives from CII; Chairman, TEG along with members from States. The total strength of the members will be around 450.

It was further desired that a suitable venue may be blocked nearby CGO Complex for 18th March, 2008 and tentatively Convention Hall, Hotel Ashoka has been booked. A detailed letter of confirmation will be sent in due course of time.

For organizing this event, various logistic arrangements are to be made and for this, hiring of office automation equipments/audio visual equipments will be required and their services can only be called through quotations as per latest rules of GFR/DFPR. Since the time is very short, quotations have been called today through webpage publicity.

After the quotations have been called, and after their examination, a consolidated summary will be sent to IFD for their final concurrence.

May kindly see for information.

